



**State of Rhode Island
Department of Administration / Division of Purchases
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May 5, 2016

ADDENDUM # 2

RFP: #7550526

Title: HEALTH CARE TECHNICAL SERVICES

Bid Closing Date & Time: May 19, 2016 at 10:00 AM (Eastern Time)

Notice to Vendors:

ATTACHED IS THE AMENDED ATTACHMENT A: ESTIMATED FULL TIME EQUIVALENT (FTE) POSITIONS REFERENCED IN THE PRIOR ADDENDUM (ADDENDUM 1) UNDER VENDOR QUESTION/ANSWER 5.

**David J. Francis
Interdepartmental Project Manager**

Interested parties should monitor this website, on a regular basis, for any additional information that may be posted.

AMENDED ATTACHMENT A - ESTIMATED FULL TIME EQUIVALENT (FTE) POSITIONS

The Contractor must submit evidence of compliance to these proposed staffing requirements within ninety (90) days of execution of this agreement for review/approval of EOHHS. Education and experience requirements represent the minimum qualifications. Experience can be substituted for degree requirements, per approval of EOHHS. The number of FTE's indicated in this attachment serves as an illustrative example of the State's technical assistance needs and is not required. EOHHS defines an FTE as 40 hours per week.

Description	Minimum # of Staff (FTE)	Staff Qualifications
Project Manager	1 FTE	<ul style="list-style-type: none"> At least 15 years of direct experience in the development and management of Medicaid Managed Care Programs including financial monitoring & evaluation, quality analysis and program & policy development. Master's Degree in healthcare or related field. EOHHS must approve FTE in this position.
Deputy Project Manager	1 FTE	<ul style="list-style-type: none"> At least 15 years of direct experience in the development and management of Medicaid Managed Care Programs including financial monitoring & evaluation, quality analysis and program & policy development. Master's Degree in healthcare or related field. EOHHS must approve FTE in this position.
Task 1 – Activity 1 Long-Term Care Rebalancing 1115 Medicaid Waiver	1 FTE	<ul style="list-style-type: none"> 7-10 years' experience in managed care, healthcare, and Medicaid. Bachelors level degree. Masters degree preferred Considerable experience in the long term care field; writing reports; reviewing federal and state rules and regulations; and preparing professional documents.
Task 1 – Activity 1 Long-Term Care Rebalancing Policy and Program Development	1 FTE	<ul style="list-style-type: none"> 7-10 years' experience in managed care, healthcare, and Medicaid. Bachelor's level degree required. Master's degree preferred Considerable experience in the long term care field; writing reports; reviewing federal and state rules and regulations; and preparing professional documents.
Task 1 – Activity 2 Long-Term Care Rebalancing Money Follows the Person (MFP) Demonstration Project	Project Director – 1 FTE	<ul style="list-style-type: none"> 7 – 10 years' experience with the Medicaid Program and in the Long Term Care industry working to rebalance the LTC delivery and financing system. Extensive experiences with long-term care systems designs to serve individuals with complex, medical, behavior health and co-

		<p>morbid conditions and has expertise and solid experience conducting health care analytics tasks.</p> <ul style="list-style-type: none"> • Master Degree in Health Care or a related field to the MFP Project.
Task 1 – Activity 2 Long-Term Care Rebalancing Money Follows the Person (MFP) Demonstration Project	Deputy Project Director – 1 FTE	<ul style="list-style-type: none"> • 4-7 years' experience with the Medicaid program and in the long term care industry working to re-balance the LTC delivery and financing system. • Have extensive experience with long-term care systems designs to serve individuals with complex, medical, behavior health and co-morbid conditions and has expertise and solid experience conducting health care analytics tasks. • Master Degree in Health Care or a related field to the MFP Project.
Task 1 – Activity 2 Long-Term Care Rebalancing Money Follows the Person (MFP) Demonstration Project	Program Development & Quality Specialist – 1 FTE	<ul style="list-style-type: none"> • Have 3-5 years' experience in the health care industry related to long-term care system. • Must possess strong analytic, program design and writing skills. • Master's Degree in Health Care or a related field to the MFP Project.
Task 1 – Activity 2 Long-Term Care Rebalancing Money Follows the Person (MFP) Demonstration Project	Data Analyst – .5 FTE	<ul style="list-style-type: none"> • 5-7 years' experience in managed care, healthcare, and Medicaid. • Bachelors level degree. • Considerable experience in the long term care field; writing reports; reviewing federal and state rules and regulations; and preparing professional documents.
Task 1 – Activity 2 Health Care Purchasing Support	2.0 FTE	<ul style="list-style-type: none"> • 3-5 years' experience in managed care, healthcare, and Medicaid. • Bachelors level degree. Master's Degree Preferred • Policy and research analytical skills • Considerable experience with state government programs; writing reports; MMIS planning and oversight, reviewing federal and state rules and regulations; and preparing professional documents.
Task 1 – Activity 3 Communications	0.5 FTE	<ul style="list-style-type: none"> • 3-5 years' experience in managed care, healthcare, communications, and Medicaid. • Bachelors level degree. • Must possess strong analytic, program design and writing skills.
Task 1 – Activity 4 Reports and Presentations	0.5 FTE	<ul style="list-style-type: none"> • 3-5 years' experience in managed care, healthcare, communications, and Medicaid. • Bachelors level degree or equivalent experience.

Task 1 – Activity 5 Clinical Consultations	Family Medicine - 0.25 FTE Behavioral Health 0.25 FTE Dental – 0.125 FTE	<ul style="list-style-type: none"> • 5-7 years’ experience in healthcare, Medicaid, and clinical consultation. • MD, Ph.D., or other applicable degree.
Task 1 – Activity 6 Health Plan & Clinical Programs’ Oversight and Monitoring	7.0 FTEs	<ul style="list-style-type: none"> • 3-5 years’ experience in healthcare, Medicaid, managed cares, and contract management. • Bachelors level degree. • Must possess strong analytic, program design and writing skills. • At least one FTE must have a behavioral health degree and background.
Task 1 – Activity 7 Quality Assurance and Quality Improvement (QA/QI)/Program Integrity	1.8 FTEs & Consultants	<ul style="list-style-type: none"> • Have 3-5 years’ experience in the health care industry related to quality improvement programs. • Must possess strong analytic, program design and writing skills. • Master’s Degree in Health Care or a related field.
Task 1- Activity 8a Business Support Function Info Line/Customer Services	2 FTEs	<ul style="list-style-type: none"> • 3 to 5 years’ experience as a Bi-lingual call center representative • High School Diploma or Associates Degree • Must possess strong communication skills.
Task 1-Activity 8b Administrative Support/Documents Management	2 FTEs & Temps as needed.	<ul style="list-style-type: none"> • 3 to 5 years’ experience with Microsoft Office Suite, Adobe, and other applicable programs. • Must possess strong typing, analytic, and report preparation skills. • High School Diploma or Associates Degree
Task 1- Activity 8c Rite Share Program/Employer Contact Unit	3 FTEs 0.5 FTE – Rite Share Reports	<ul style="list-style-type: none"> • 3 to 5 years’ experience in healthcare, Medicaid, and client communications. • Must possess strong typing, analytic, data entry and communication skills. • High School Diploma or Associates Degree
Task 1 – Activity 8d Non-Emergency Medical Transportation Broker Services	Financial support (0.2 FTE); Programmatic support (0.5 FTE) and Quality/Compliance support (0.2 FTE).	<ul style="list-style-type: none"> • Have 3-5 years’ experience in the health care industry related to Medicaid transportation programs. • Must possess strong analytic, program design and writing skills. • Master’s Degree in Health Care or a related field
Task 1 – Activity 9 Children with	2.0 FTEs	<ul style="list-style-type: none"> • Have 5-7 years’ experience in the health care industry related to the implementation

Special Health Care Needs		<p>of programs for children with complex health needs.</p> <ul style="list-style-type: none"> • Must possess strong analytic, program design and writing skills. • Master's Degree in Health Care or a related field.
Task 1 – Activity 10: Behavioral Health Integration and Specialized Programs	2.0 FTEs	<ul style="list-style-type: none"> • Have 5-7 years' experience in the health care industry related to behavioral health systems for children and adults. • Must possess strong analytic, program design and writing skills. • Master's Degree in Health Care or a related field.
Task 2 – Analytics/Metrics – Activity 1: -Program Analytic Support -Budget Forecasting & Tracking -Rate Setting & Actuarial Analysis -Standard Reporting -Audit Support -Children's Health Account	6.0 FTEs – plus Consultants	<ul style="list-style-type: none"> • Have 5-7 years' experience in the health care industry related to the development of Medicaid programs and policies; actuarial analysis; fiscal analysis; budget forecasting; and audit support. • Must possess strong analytic, program design and writing skills. • Master's Degree in Health Care or a related field.
Task 2 – Analytics/Metrics – Activity 2 and Activity 3: -Accountable Entities and Other Innovative Payment Programs -Alternative Payment Methodology Development and Rate Setting	2.0 FTEs & Consultants	<ul style="list-style-type: none"> • Have 10-15 years' experience in the health care industry related to the development of Medicaid programs and policies; innovative payment methodology; program design; and implementation. • Must possess strong analytic, program design and writing skills. • Master's Degree in Economics, Accounting, Health Care Analytics, or a related field.
Task 3 – Financial/Budget – -Caseload Estimating -Waiver Budget	2.0 FTEs & Consultants	<ul style="list-style-type: none"> • Have 10-15 years' experience in the health care industry related to the development of Medicaid programs and policies; financial analysis; budget forecasting; report preparation; financial reconciliation; and

<p>Neutrality</p> <p>-Budget Initiative Development Tracking</p> <p>-Children's Health Insurance Program (CHIP)</p> <p>-Risk/Gain Share and Stop Loss</p> <p>-Nursing Home Acuity-Based rates</p> <p>-Federally Qualified Health Centers (FQHC) Payment Methodology</p>		<p>actuarial analysis.</p> <ul style="list-style-type: none"> • Must possess strong analytic, program design and writing skills. • Master's Degree in Economics, Accounting, Health Care Analytics or a related field.
<p>Task 4 – Child Care Support</p>	<p>1.0 FTE & Consultants</p>	<ul style="list-style-type: none"> • Have 5-7 years' experience in the health care industry related to the implementation of programs for children; collection of child support; and implementation of state programs to monitor child support collection. • Must possess strong knowledge of educational standards of early childhood, program design and writing skills. • Master's Degree in Education, Health Care or a related field.